

**Enrolled Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Eighth Town Council of Highland
Monday, October 02, 2017**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in the plenary meeting room on **Monday, October 02, 2017** at the time of 7:05 o'clock p.m.

Silent Roll Call: Councilors Dan Vassar, Bernie Zemen, Mark A. Herak, Steve Wagner and Konnie Kuiper were present. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Also Present: Rhett L. Tauber, Town Attorney; Kathy DeGuilio-Fox, Redevelopment Director; Patrick Krull, Member of the Board School Trustees; William R. Timmer, Jr., CFOD, Fire Chief; and Ed Dabrowski, IT Consultant (Contract); s were also present.

General Substance of Matters Discussed or Proposed

1. Discussion with Chief William R. Timmer, Jr., CFOD, regarding the current emergency medical (ambulance) services for Highland and the disposition of the service.

The Fire Chief reported on the status of his work regarding the preservation and extension of the provision of emergency medical response (ambulance) services for the town of Highland.

It was noted that several communities, which had been served by Prompt Ambulance, were taking or had already taken steps to secure an alternative provider, under various terms. It was noted that the City of Lake Station selected Kurtz, an Ambulance services provider, who agreed to provide services with no added fees except that if a second ambulance was desired for coverage, a payment of \$500,000 would be required.

The Fire Chief further reported that the Town of Griffith had received and reported on its "request for proposals" for Ambulance services. He further reported that the Town of Dyer and the Town of Munster were selecting Superior Ambulance Service, located in Highland.

The Fire Chief presented a copy of the ambulance service agreement that the Town of Munster approved with Superior making it the Town's ambulance provider.

The Fire Chief, the Town Attorney and the Town Council discussed suggested added elements that would be desirable in an agreement with a potential ambulance service provider which included: (1) a requirement to give notification to the Town regarding the rates and charges for services, (2) the need to fix response times tied to the number of calls all of which would inform the number of ambulances needed for compliance, (believed to be two), (3) staffing to include one paramedic and one emergency medical technician in certain circumstances, and (4) coverages to include School Town athletic events as well as certain special events sponsored by the town.

The Fire Chief noted that he had not reviewed the Griffith proposals. He noted that he would prefer to have an opportunity to review those to better inform any recommendation he may make to the Town Council.

It was further noted that while the current agreement remains in effect with Prompt and should continue regardless of the notice he provided a few months earlier, many

communities are seeking alternative providers, which could alter the economics for Prompt. The Town must be assured of continuity of emergency medical response services, so it was desirable to discuss and perhaps select an alternative provider.

Councilor Herak indicated that he would contact Kurtz to discuss its terms if it were serving more than one city or town.

It was determined that the Fire Chief should obtain the responses received by Griffith. The Fire Chief in consultation with the Town Attorney should modify the agreement from the Town of Munster, to serve as the basis for a service agreement for ambulance services for the Town of Highland, noting the desirable elements discussed earlier. The Town Council would discuss the matter further at its Study Session on October 16, 2017, with the intention take up the matter for final action at the October 23, 2017 meeting.

The Fire Chief departed at this time.

2. **Briefing on the budget for FY 2018 as filed.** The Clerk-Treasurer reported that the first proposed budget "publication" deadline was met last Thursday, with the filing of the necessary data in the Indiana Department of Local Government Finance (DLGF) Gateway portal. The Clerk-Treasurer included in the packet the printed forms that show the proposed budgets for the civil town, the Sanitary District and the Waterworks District for FY 2018.

The Clerk-Treasurer noted that as proposed, the budget expends in excess estimated resources by \$120,000. At the pre-adoption hearing the proposed budget would be not fundable or balanced, but the Clerk-Treasurer represented that by the adoption hearing working with Councilor Herak as budget chair, the budget would be ready for action in balance.

3. **Discussion of proposed new Zoning Code, repealing existing one and replacing it.** *The Plan Commission has acted on this and there is a 90-day tolling provision in this law too. If the Town Council fails to act within the 90 days, it takes effect as other ordinances of the Town. (See IC 36-7-606(f)) The date of certification from the Plan Commission is July 19, 2017. The 90 days tolls on October 17, 2017.*

The Town Council discussed the enrolled version of the repealing and replacement zoning ordinance. There seemed to be readiness to take the matter up without further review.

The Town Council President asked that the zoning ordinance replacement be placed on the agenda of the meeting for October 9, 2017.

The Town Council President instructed that the matter be placed on the agenda for Monday, September 25, 2017.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, October 02, 2017**, was adjourned at 7:30 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer